

VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT

**RULE 159 - TRAFFIC ABATEMENT PROCEDURES**

*(Adopted 9/17/91)*

A. Applicability

This rule shall apply to the following employers:

1. Employers with 50 or more employees reporting to work weekdays between 6:00 a.m. and 10:00 a.m. at any worksite during any 30 day period in the last 12 months.
2. Employers with 50 or more fleet vehicles.

B. Requirements

1. Upon notification by the APCD, each employer shall implement traffic abatement procedures as specified in Section C of this rule to reduce motor vehicle traffic and emissions during air pollution episodes.
2. Within 30 days of receipt of written notice by the APCD, each employer shall designate a contact person whom the APCD shall notify to implement the traffic abatement procedures specified in Section C. The employer shall, in writing, supply the APCD with the name, address, and telephone number of the designated contact person, and shall keep this information current and on file with the APCD at all times.

C. Traffic Abatement Procedures

1. Upon notification by the APCD that a Stage 1 Episode is predicted, the designated contact person shall:
  - a. Notify employees that a Stage 1 Episode is predicted and request all employees to reduce their vehicle trips and make extra efforts to rideshare on their next commute to work. The designated contact person may notify employees by posting notices, public address announcements, personal contact, or any other method which ensures that all employees are notified. The designated contact person shall keep a written record of the notification method used for each occasion that notifications are required. Such records shall be saved for one year and shall be made available to the APCO upon request.
  - b. Implement a policy during Stage 1 Episodes that encourages employees to reduce all non-essential business related trips taken in personal or

company owned vehicles which can be cancelled or postponed until after the episode.

2. Upon notification by the APCD that a Stage 2 Episode is predicted or is occurring, the designated contact person shall implement the following measures in addition to Stage 1 Episode measures:
  - a. For the duration of the Stage 2 Episode, suspend all business related trips that can be eliminated or postponed without endangering public health and safety, without causing damage to property due to lack of attention or required maintenance, and without curtailing delivery schedules which are required by law or contract.
  - b. Other measures as directed by the APCO such as, telecommuting where possible, discontinuing the delivery of all non-perishable goods, and eliminating all activities that encourage public travel to the facility.
  - c. The designated contact person shall make preparations for possible shutdown in anticipation that the APCD may require the facility to close if Stage 3 Episode criteria are reached.
  
3. Upon notification by the APCD that a Stage 3 Episode is predicted or is occurring, the designated contact person shall, in addition to Stage 1 and Stage 2 measures:
  - a. Require carpooling or the use of mass transit by all employees for travel to work.
  - b. If directed by the APCD, eliminate all commute related trips taken by employees reporting to the worksite which can be eliminated without endangering public health and safety and without causing damage to property due to lack of attention or required maintenance.